



# **NORTH FORK RANCHERIA OF MONO INDIANS OF CALIFORNIA**

## **SPECIAL COUNCIL MEETING**

### **Meeting Minutes**

#### **I. Call to Order**

**Tribal Secretary Katrina Guitierrez**, called to order the special meeting of the North Fork Rancheria at **10:23 a.m.** on **November 1, 2019** in North Fork, CA.

#### **II. Moment of Silent Prayer**

A moment of Silent Prayer was observed.

#### **III. Roll Call**

Tribal Secretary, Katrina Guitierrez conducted a roll call. The following Council members were present: Elaine Fink (11:01 a.m.) Katrina Guitierrez, Maryann McGovran and Jacquie Van Huss. Fred Beihn was absent.

#### Staff present:

Teri Haggard – CFO

Elisa Bendz – IT Director

Paul Irwin – IHA Director

Christina McDonald – EPD Director

Tawanish Lavell – ICWA

#### **IV. Approval of Meeting Agenda**

*Council Member Van Huss motioned to approve the meeting agenda with the following additions: VII- Unfinished Business – 2-CAO/HR Ad; 3-Resolution No. 19-71; 4-TNGF; VIII – Executive Session – 3- Travel/Credit Card; 4- Stipends; 5-Enrollment; and 6-TANF. Treasurer McGovran seconded. Mc 3/0/0*

#### **V. Approval of previous meeting minutes**

The previous meeting minutes of 9/5, 9/12, 9/20, 10/7, 10/10 were tabled until Tribal Council review.

The previous meeting minutes of 10/17 were tabled until completed.

#### **VI. New Business**

##### **I. IT Director**

##### **a. Website**

Tribal Council agreed to keep the current website with revising areas that need more attention. The current website is more natural looking and is relatable with the Tribe. Ms. Bendz will work on it and bring back to Tribal Council.

A discussion was held about having a generic email for individuals to send to Tribal Council straight from the website instead of emailing Council Members directly. Ms. Bendz will develop an email for all of Tribal Council on the website. Tribal Council

agreed to review and approve the Enhanced Tribal Card by November 5, 2019 via email in order to contact the vendor for final options in a timely manner.

A discussion was held regarding the protocol during power outages and whether or not to relocate the server to the Clovis TANF office. Ms. Bendz gave a the following few options to Tribal Council; purchase a generator for the administration building; move to Clovis and to put it on the cloud.

A discussion was held regarding the CAL OES Public Safety Power Shutoff (PSPS) Resiliency Allocation to Tribes and what should be the priorities for the Tribe. Tribal Council agreed for all directors will meet at IHA office on Monday November 5, 2019 at the IHA Conference room.

Chairperson Fink arrived at 11:01 a.m.

A discussion was held regarding emergencies and how each department should handle any emergency situation. Tribal Council agreed to meet with all directors to go over an emergency plan and protocol.

## **2. Paul Irwin – IHA Director**

Tribal Council agreed to meet with Consultant Gary Wilkes on December 3, 2019. 9:00 a.m.

Mr. Irwin reported that the Tribal Nations Grant fund has 44 million in funds available right now but every tribe is allowed for \$44,000.00.

Treasurer McGovran suggested to use the funds for the Tribal Heritage Program. A discussion was held regarding the ideas of the Tribal Heritage Program and what the monies can be used for, i.e., Cultural Manager, language, Emergency Manager, etc.

Tribal Council will direct EPD Director, Christina McDonald to write the grant.

*Council Member Van Huss motioned for Paul Irwin's salary be charged to tribal funds to work on the PSPS Resiliency Grant fund. Treasurer McGovran seconded. Mc 4/0/0*

*Treasurer McGovran motioned for Christina McDonald's time be charged to indirect cost for the Cal OES and Tribal Nations Grant fund. Council Member Van Huss seconded. Mc 4/0/0*

## **3. Christina McDonald – EPD Director**

This item was moved into executive session #1.

*Secretary Guitierrez motioned to go into executive session # 1 @ 12:12 p.m. Treasurer McGovran seconded. Mc 3/0/0*

Note: Council Member Van Huss was out of the room at the time the motion was passed and carried.

- a. Authorize Immediate Supervisor to Program  
Tribal Council denied the request.

- b. Job Descriptions  
Due to a conflict, Chairperson Fink left the room @ 12:21 p.m.

*Council Member Van Huss motioned to approve the Cultural Apprentice. Treasurer McGovran seconded. Mc 3/0/0*

*Council Member Van Huss motioned to approve the Cultural Monitor. Treasurer McGovran seconded. Mc 3/0/0*

*Council Member Van Huss motioned to approve the Cultural Specialist. Treasurer McGovran seconded. Mc. 3/0/0*

A discussion was held about having certification classes set up right away for training purposes.

c. Salary Schedule

Ms. McDonald will modify and bring back to Tribal Council.

d. Personnel

FYI – on-call temporary employee per policy.

Tribal Council recessed @ 1:47 p.m.

Tribal Council resumed @ 2:56 p.m.

*Secretary Guitierrez motioned to come out of executive session # 1 @ 2:56 p.m. Council Member Van Huss seconded. Mc 4/0/0*

4. Teri Haggard – CFO

Mrs. Haggard reported that due to the power outage, there was about \$350.00 in loss with the most being the ice cream. A discussion was held regarding power outages and how to keep products and whether the store will remain open. Mrs. Haggard will work on a plan and bring back to Tribal Council.

**VII. Unfinished Business**

**1. Vice-Chairperson Beihn**

a. CIMC lunches

This item was tabled.

2. CAO/HR Ad

*Secretary Guitierrez motioned to pay for the Fresno Bee Ad in the amount of \$2884.68 for a month. Treasurer McGovran seconded. 4/0/0*

3. Resolution No. 19-71 – C. Aquirre

*Council Member Van Huss motioned to adopt Resolution No. 19-71 A Resolution appointing Chris Aquirre to fill the vacant term on the TANF Advisory Board effective November 1, 2017 to August 06, 2021. Secretary Guitierrez seconded. Mc 4/0/0*

4. TNGF

This item was addressed in Mr. Irwin's report.

*Council Member Van Huss motioned to go into executive session #2 @ 3:17 p.m. Secretary Guitierrez seconded. Mc 4/0/0*

**5. Executive Session**

1. Personnel

A discussion was held.

## **2. ICWA**

### **a. Issues/Concerns**

Ms. Lavell gave updates.

*Council Member Van Huss motioned to set aside \$1,000.00 for filing fees for any case and to contact Tribal Council prior to using the filing fees. Secretary Guitierrez seconded. Mc 4/0/0*

### **b. Resolution**

*Secretary Guitierrez motioned to adopt Resolution No. 19-41 A Resolution identifying Tribal Customary Adoption as the permanent plan for minor child and designating the North Fork Rancheria of Mono Indians Indian Child Welfare Department to conduct a Tribal Customary Adoption home study as the Tribe's designee. Council Member Van Huss seconded. Mc 4/0/0*

### **c. Resolution**

*Council Member Van Huss motioned to adopt Resolution No. 19-70 A Resolution identifying Tribal Customary Adoption as the permanent plan for minor child and designating the North Fork Rancheria of Mono Indians Indian Child Welfare Department to conduct a Tribal Customary Adoption home study as the Tribe's designee. Secretary Guitierrez seconded. Mc 4/0/0*

## **3. Travel / Credit Card**

A discussion was held.

## **4. Stipends**

*Treasurer McGovran motioned for Chairperson Fink to attend the consultation meeting. Council Member Van Huss seconded. Mc 4/0/0*

*Council Member Van Huss motioned that Tribal Council can only receive their monthly stipend for within the current month. Secretary Guitierrez seconded. Mc 4/0/0*

Tribal Council agreed to bring travel requests to a meeting for approval with the complete breakdown of the cost, travel, etc.

*Treasurer McGovran motioned for Vice-Chairperson Beihn to attend the National Tribal Conservation Conference covering per diem, baggage, and taxi or shuttle. Secretary Guitierrez seconded. 3/1/0*

## **5. Enrollment**

A discussion was held.

## **6. TANF**

No update available.

*Council Member Van Huss motioned to come out of executive session #2 @ 5:54 p.m. Secretary Guitierrez seconded. Mc 4/0/0*



7. **Mail / Travel**

1. ***Travel and Receipts Discussion***

A discussion was held about having to present all travel and receipts at a meeting and how much time it takes to do. By doing this at a meeting is not very productive. Tribal Council agreed to have receipts turned in within 10 days of any travel or purchases as stated in travel policy.

2. ***Vice-Chairperson – TANF Coalition / CDSS Request – 11/14-11/15***

Tribal Council denied the request due to Treasurer McGovran, Glenn Basconcillo, and Jamie Beihn already attending.

8. **Next Meeting** – TBD

9. **Adjournment**

*Secretary Guitierrez motioned to adjourn @ 6:05 p.m. Council Member Van Huss seconded. Mc 4/0/0*

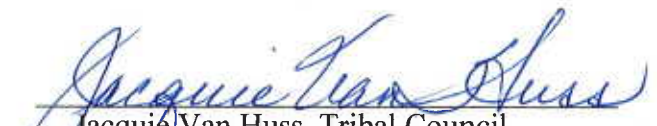
Minutes submitted by: **Katrina Guitierrez** – 11/6/19 

**COUNCIL APPROVAL**

At a meeting of the Tribal Council of the North Fork Rancheria, call and convened on the **21<sup>st</sup>** day of **November, 2019**, at which a legal quorum was present, these minutes were approved as presented by a vote of 3 For 0 Against 0 Abstaining.

DATED this 25<sup>th</sup> day of **November, 2019**.

  
Katrina Guitierrez, Tribal Secretary

  
Jacquie Van Huss, Tribal Council  
Member